



RIGHT2KNOW

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Right2Know Campaign Five-Year Evaluation: Terms of Reference for External Evaluator

18 September 2015

Introduction

The Right2Know plans to undertake an external evaluation of the Campaign to reflect critically on our growth, impact and sustainability after five years.

We plan to appoint an independent external evaluator. Interested parties should submit a response to the following Terms of Reference by Friday 2 October 2015.

About the right2Know

The Right2Know is a democratic campaign which contributes to ensuring that everyone enjoys the access to information and freedom of expression necessary to meet their social, economic, political and ecological needs and live free from want, in equality and in dignity.

We work on issues around the growing securitisation of the state, supporting other civil society organisations to access public and private sector information, threats to media freedom as well as enabling public and community media for greater diversity, and increasing access and reducing the cost of telecommunications.

The programme aims to (1) ensure secrecy legislation and the conduct of security agencies is aligned to the underlying values of the South African Constitution (2) ensure that public and private sector information is easily accessible to citizens and (3) ensure people enjoy a free and diverse range of public, private and non-profit media and open and affordable access to the internet and telecommunications.

To this end we work to strengthen and unite civil society by undertaking research, public awareness raising and policy/advocacy campaigns.

For more background:

- [Right2Know Vision, Mission, Principles](#)
- A 2013 [R2K History](#) published by the Rosa Luxemburg Foundation.

- [Right2Know 5th Birthday Timeline](#)
- [Right2Know Policy Statement on Institutional Structure, Capacities, and Coordination.](#)
- Right2Know's Assessment of financial health and integrity of systems.

Objectives of Evaluation

The evaluation should assess the Campaign's relevance, effectiveness, and efficiency since the founding of the Campaign on 31 August 2010 until our 5th anniversary on 31 August 2015.

Scope of the Evaluation

The evaluation should assess the Campaign's work across the various focus areas and provinces since the founding of the Campaign on 31 August 2010 until our 5th anniversary on 31 August 2015.

Specific questions to be addressed include:

- What are the key factors enabling and limiting the right to know in South Africa today and are the priorities identified by the Campaign relevant to these?
- What progress has the Campaign made towards the achievement of its' resolutions adopted at Annual National Summits?
- To what extent do these results contribute effectively to the realisation of the Campaign's overall Mission and Vision?
- What is the reasonability of the relationship between the Campaign's costs and results?
- To what extent has the Campaign succeeded in enabling the participation of supporters, democratic decision-making and responsiveness to developments in the environment?
- What, if any, contribution has the Campaign made to strengthen supporting organisations, other civil society networks, and broader civil society?
- To what extent is the Campaign rooted in local struggles and communities?
- To what extent does the Campaign take the gender dimension into account and to what extent has the Campaign enabled the participation of women?
- What are the recommendations for building on successful approaches and the other lessons learned as well as suggest ways to overcome any shortcomings in current and future work?

Suggested Evaluation Methodology

We propose the evaluation include:

- A review of the Campaign's documents – including public material and internal records
- A review of media coverage of the Campaign
- Interviews and focus group discussions with key Campaign leaders, supporters and decision makers and stake holders outside the R2K movement

If potential evaluators would recommend an alternative approach, this should be outlined in their response to these Terms of Reference.

Final Evaluation Report

The Evaluator/s will prepare an evaluation report that describes the evaluation and puts forward the evaluator's findings, recommendations and lessons learned. The presentation of results is to be intrinsically linked to the evaluation issues, establishing a flow of logic development derived from the information collected.

Evaluation Time Frames

Receipt of Evaluation Proposals	Friday 2 October 2015
Expected Start Date	Friday 9 October 2015
Submission of Draft Evaluation	Friday 20 November 2015
Feedback on Draft Evaluation	Friday 27 November 2015
Submission of Final Evaluation	Friday 4 December 2015

Budget for the Evaluation

We have allocated a ceiling budget for the Evaluation of R50,000 to cover all costs associated with the evaluation. Responses to this ToR should include a detailed budget.

Submission of Responses to Terms of Reference

We invite all interested parties to submit a response to the above Terms of Reference by 17h00 on Friday 2 October 2015. Responses should include:

1. All relevant contact details;
2. The name/s and profile/s of the Evaluator or Evaluating Team including past experience of undertaking a similar evaluation;
3. A copy of a similar evaluation report produced by the Evaluator or Evaluating Team;
4. An alternative methodological approach (if applicable);
5. A proposed Evaluation Workplan outlining including the proposed number of interviews and focus groups proposed as well as the time frames for the data collection and writing process to meet the deadlines outlined in the Time Fames above;
6. A detailed budget costing the Evaluation.

If you require any clarity regarding these Terms of Reference please contact Mark Weinberg, R2K National Coordinator, on 0214471000 or mark@r2k.org.za

###ENDS ###